

Protocol Topic: Emergency Notification

1. Introduction

This protocol addresses the DOE process to notify state and tribal organizations of a transportation emergency involving DOE radioactive materials during offsite shipping activities. Emergency notifications to state and tribal organizations occur when DOE, as the shipper, receives notification of an emergency. This protocol applies to all classified and unclassified DOE rail and highway transport of radioactive material.

2. Criteria for Identifying an Emergency Situation Requiring Notification

For this protocol, emergency notification is defined as the notification made by the DOE to state and tribal organizations of a transportation emergency involving DOE radioactive materials. Criteria to identify a situation as an emergency include:

1. A person is killed, or
2. A person receives major injuries as a direct result of the radioactive material or an accident requiring his or her hospitalization, or
3. An evacuation of the general public, or
4. One or more major transportation arteries or facilities are closed or shut down for one hour or more as a direct result of the radioactive material cargo, or
5. Fire or package breakage in which an unintended and unanticipated release, potential release, or suspected radioactive contamination occurs involving a radioactive material shipment, or
6. A security incident (i.e., sabotage, theft).
7. More specific criteria as included in programmatic transportation plans.

3. Application of Criteria

In instances where DOE, as the shipper, is notified of an event that does not clearly meet the reporting criteria listed above, DOE will make a determination whether a notification to state and tribal organizations is appropriate (e.g., a situation such as a continuing danger to life exists at the scene of the incident and may result in a significant concern by affected state, tribal, local officials or the news media).

Except for classified shipments escorted by the Transportation Safeguards Division (TSD), emergency contact information is provided in shipping papers. For TSD shipments, emergency calls would be initiated by TSD Special Agents.

4. Emergency Notification Responsibilities

- A. DOE and its operating contractor, as the shipper, will receive notification of an accident/incident from one of the following sources:
 - 1. driver, dispatcher, and/or government escort
 - 2. state/tribal/local law enforcement, EMS, fire, and/or rescue
 - 3. by a satellite tracking system (e.g.,TRANSCOM), when in use;
- B. When notified of an emergency situation based on the criteria identified above, the DOE shipper shall provide appropriate notifications. (For WIPP shipments, the Central Monitoring Room (CMR) acts as the shipper.) The DOE shipper shall conduct the following notifications:
 - 1. Provide appropriate notification to designated state and/or tribal organizations' 24 hour point of contact (where the event occurs).
 - 2. Provide prompt notification to the cognizant DOE Regional Coordinating Office (RCO). The RCO may provide for additional state/tribal contacts within their respective region.
 - 3. Provide other applicable internal DOE notifications, including notification to the DOE receiving site and the DOE HQ Watch Office.
 - 4. Provide other applicable notifications in accordance with existing site transportation emergency plans, memoranda of agreement, or campaign specific transportation plans. (Note: when TRANSCOM is utilized, electronic notification may be provided to the corridor states via TRANSCOM in addition to telephone contacts referenced above.)
- C. For Waste Isolation Pilot Plant (WIPP) shipments, in addition to the notifications identified in B, above, notification will be provided to additional state and/or tribal organizations' points of contact (where the event occurs), as specified in the WIPP Transportation Manual. In the event that the NRC approved packaging is damaged, the WIPP contractor will notify the Nuclear Regulatory Commission in accordance with 10 CFR 71.95.

- D. For the Office of Civilian Radioactive Waste Management (OCRWM) shipments, the shipper will notify the Nuclear Regulatory Commission. These notifications will be in addition to the notifications identified in B, above.
 - E. The DOE HQ Watch Office will notify internal DOE offices and HQ organizations of other appropriate Federal agencies. The DOE HQ Watch Office and other DOE Field Elements will assist, as requested, to make emergency notifications. DOE Field Elements may also notify appropriate regional offices of other Federal agencies as applicable.
 - F. In addition to the notifications described above, DOE Headquarters and/or Field Elements will inform appropriate elected officials.
 - G. Follow-up communication is covered in the Emergency Response Protocol.
5. Type of information to be provided during notification process:
- A. Identity of the caller;
 - B. Location of the event, name of organization, location, and call back telephone number;
 - C. Brief description of the event, including hazards of the material being shipped, injuries, environmental releases and/or personnel exposures, protective actions implemented, protective actions recommended, description of responders on scene;
 - D. Date, time of the event, and time zone;
 - E. Status of the event;
 - F. Potential or suspected material release;
 - G. Other notifications that have been made, including media interest.
6. Maintenance of state/tribal 24-hour point of contact list:
- 1. States and tribes will provide, in writing, the 24-hour point of contact to be contacted by DOE in the event of a radioactive material transportation emergency. The 24-hour point of contact list will be maintained in a central database by the DOE National Transportation Emergency Preparedness Program Coordinator.

The database will be reviewed annually and the DOE Regional Transportation Emergency Preparedness Program Coordinators will provide interim changes throughout the year.

2. For TSD Classified Shipments, TSD sends out a formal request every two years to all State Governors in the continental US for emergency points of contact. These numbers are then maintained in TSD's SECOM control center.

7. Non-emergency Events: In addition to emergency notifications discussed in this protocol, specific DOE programs, in cooperation with state and tribal organizations, may provide additional notifications in response to non-emergency events. Such notifications will be made in accordance with the Transportation Operational Contingencies Protocol.